

REGULAR MONTHLY MEETING OF THE STEPHENS CITY TOWN COUNCIL
Tuesday, June 1, 2010
7:30 p.m.

Mayor Ray Ewing called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance with the assistance of the visiting Boy Scouts.

Council member Bowers gave the invocation.

Roll call showed the following present:

Vice Mayor Joy Shull, Council member Ronald Bowers, Council member Linden A. Fravel, Jr., Council member Michael Grim, Council member James Harter, Council member Joseph Hollis

Staff present: Mike Kehoe, Town Manager: Brian Henshaw, Town Planner; David Griffin, Town Attorney; Charles Bockey, Chief of Police; Kim Uttenweiler, Town Treasurer; Dianne MacMillan, Town Clerk

Press: Stephanie Mangino, Winchester Star

Guests: Joe Hickman, Warrior Club; Boy Scouts from Troop 15

AGENDA

Council member Hollis moved that the Agenda for June 1, 2010 be adopted and the motion passed.

PUBLIC COMMENTS

Mayor Ewing opened the floor for public comment. There being none, the public comment period was closed.

PRESENTATION TO COUNCIL

Presentation to Mayor Ewing and Vice Mayor Shull from the Sherando Warrior Club – represented by Joe Hickman

Mr. Joe Hickman representing the Sherando Warrior Club addressed Council with the following statement:

“Mayor Ewing, on behalf of the Sherando Warrior Club I would like to thank you for your support and dedication to Sherando High School. Our mission as a club is to enhance the experience of being a student athlete at Sherando but we can not do that alone, It takes the support of an entire community to make a great school, and as we all know, great schools lead to great kids. We are always humbled by the amount of people who are willing to help out these

student at every chance they get. Each time we have approached you, this council and your staff we have been welcomed with open arms. You have worked with us through some difficult processes in the past as we scheduled parades, carnivals, bonfires and fireworks in the town. Though some of these issues may have seemed insurmountable at the time, the dedication we felt from this town government to work through any problem has been inspiring. As you leave us as Mayor of Stephens City, we want you to know you will always be considered a true Warrior.

Mayor-Elect Shull, we would like to officially welcome you to the Sherando Warrior Family and we look forward to working with you in the future. Very shortly we will be presenting the plans for this falls Homecoming activities. I have been told on numerous occasions by Sherando faculty, area residents and local business owners how special these events are to the town, the greater community, the school and most importantly, the students. It is a unique event in this area, and with your help, it is a tradition we hope to carry on each and every year.”

He then presented Mayor Ewing with a print of Sherando High School and presented Vice Mayor Shull with a Sherando High School shirt in appreciation of their continued support of Sherando High School.

MINUTES – May 5, 2010 Regular Meeting

Council member Harter moved for approval of the minutes of May 5, 2010 and the motion carried with the following vote:

Recorded Vote:

Vice Mayor Shull	-	Aye
Council member Bowers	-	Aye
Council member Fravel	-	Aye
Council member Grim	-	Aye
Council member Harter	-	Aye
Council member Hollis	-	Aye

Nays - None

Absent – None

Abstain – None

TREASURERS REPORT – Kim Uttenweiler

Kim Uttenweiler, Town Treasurer reported that the first half personal property taxes had been mailed with the decal cost included in the amount due. She said there was a question regarding antique vehicles needing decals. Mayor Ewing suggested that this be reviewed by the Finance Committee but the Treasurer stated that the questions were coming into the office currently and needed to be addressed. The Town Attorney noted that the Town Code refers back to State Code and allows the Treasurer discretion in handling certain questions. After further discussion Council member Hollis (Chair of the Finance Committee) moved to exclude antique vehicles property licensed as such through the State from the decal requirement. The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Shull	-	Aye
Council member Bowers	-	Aye
Council member Grim	-	Aye
Council member Harter	-	Aye
Council member Hollis	-	Aye

Nays - None

Abstain – Council member Fravel

Absent – None

The Treasurer also advised Council that there had been problems obtaining tax information from the Commissioner of Revenue. She noted that there was ambiguous language in the State Code regarding how Towns can request information from Commissioners of the Revenue and changes to this were being considered. She said this would avoid considerable problems in the future regarding tax rolls. Mayor Ewing requested that the Town Attorney draft a letter from the Town in support of these proposed changes to State code. The Treasurer's report was accepted as presented.

POLICE REPORT – Charles Bockey, Chief

Chief Bockey said there was nothing out of the ordinary to report. He stated that the Newtown Heritage Festival Parade went well and there were no problems. He said all the surrounding jurisdictions came to help and everything went smoothly. He added that the motorcycles were a big help.

The Chief introduced the new officer, Scott Baber to the Council. Chief Bockey said that he started in May and brings sixteen years of experience to the Town. Everyone welcomed Officer Baber.

Chief Bockey also reported that the new police car was on the road with new updated markings.

ACTION AGENDA

A. Ordinance to Adopt Budget and Tax Rates for Fiscal Year 2010-2011 – Final Reading

Mayor Ewing said the adoption of the budget and ordinance to adopt the budget was the subject of public hearing in May and there were no comments at that time. Mayor Ewing asked the Clerk to read by title only the ordinance for the proposed budget for adoption. The Clerk read "An Ordinance to Adopt the 2010-2011 Budget and Appropriate Funds for Fiscal Year 2010-2011." The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Shull	-	Aye	Nays - None
Council member Bowers	-	Aye	Abstain - None
Council member Fravel	-	Aye	Absent - None
Council member Grim	-	Aye	
Council member Harter	-	Aye	
Council member Hollis	-	Aye	

B. Mulberry Street Sewer Project – Preliminary Engineering Report – Tim Stowe

Town Engineer, Tim Stowe presented Council with the preliminary engineering report on the proposed Mulberry Street Sewer Project. He gave background of the report and advised that the purpose of the report was to address I & I issues and provide a basis for cost estimates and support grant requests. He explained that this was Alternative I as identified in the Master Plan projects approved by Council last fall. He added that actions needed at this time were official acceptance of the preliminary engineering report by Council and adoption of the recommended project by Council.

Vice Mayor Shull moved that the Council of the Town of Stephens City accept the preliminary engineering report for the Mulberry Street Sewer Line Project and authorize the Town Manager to write a letter of acceptance. The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Shull	-	Aye	Nays - None
Council member Bowers	-	Aye	Abstain - None
Council member Fravel	-	Aye	Absent - None
Council member Grim	-	Aye	
Council member Harter	-	Aye	
Council member Hollis	-	Aye	

Vice Mayor Shull moved that the Council of the Town of Stephens City adopt the recommended preliminary engineering project as presented by Stowe Engineering. The motion passed with the following recorded vote;

Recorded Vote:

Vice Mayor Shull	-	Aye	Nays - None
Council member Bowers	-	Aye	Abstain - None
Council member Fravel	-	Aye	Absent - None
Council member Grim	-	Aye	
Council member Harter	-	Aye	
Council member Hollis	-	Aye	

C. Extend Personal Property Tax Due Date to June 15, 2010

Council member Hollis, Chair of the Finance Committee reported to Council that the tax rolls had been provided to the Town later than usual and suggested an extension of the due date. Council member Hollis moved that the due date for Personal Property Taxes be extended to June 15, 2010 and that post marks be accepted for date of payment. The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Shull	-	Aye	Nays - None
Council member Bowers	-	Aye	Abstain - None
Council member Fravel	-	Aye	Absent - None
Council member Grim	-	Aye	
Council member Harter	-	Aye	
Council member Hollis	-	Aye	

D. Treasurer Granted Ability to Write Off Taxes of Less Than \$5.00 Annually

Council member Hollis advised that there were a significant number of tax bills in amounts less than \$5.00, some as small as \$.04 and suggested that these amounts be left to the Treasurer's discretion to charge off. Vice Mayor Shull asked what the total amount of these small bill were and the Treasurer said she did not have an exact figure but that it was minimas.

Council member Hollis moved that the Council of the Town of Stephens City grant the Town Treasurer authority to write off tax amounts of less than \$5.00 on an annual basis. The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Shull	-	Aye	Nays - None
Council member Bowers	-	Aye	Abstain - None
Council member Fravel	-	Aye	Absent - None
Council member Grim	-	Aye	
Council member Harter	-	Aye	
Council member Hollis	-	Aye	

COMMITTEE REPORTS

A. Administrative Committee – Joseph Hollis, Chair

No report.

B. Finance Committee – Joseph Hollis, Chair

Nothing additional to report and no additional action needed.

C. Water/Sewer Committee – Joy Shull, Chair

No additional action needed.

D. Personnel Committee – James Harter, Chair

No meeting – no report.

E. Parks and Recreation Commission – Ronald Bowers, Chair

No report at this time but Commission will need this month.

F. Public Safety Committee – Ronald Bowers, Chair

No report.

PLANNER'S REPORT – Brian Henshaw

Mr. Henshaw noted nothing to add to his submitted report. He reported that the Service Learning Project students gave their presentation to the Board of Supervisors and they represented Stephens City very well. He recommended that the Council draft a resolution and give a small token to each student participant as recognition of their hard work. Council agreed to this suggestion.

TOWN MANAGERS REPORT

1. Mr. Kehoe reported that the Eighteenth Newtown Heritage Festival had been a great success. He said the committee tried some new things including a battle of the bands on Friday night. He noted that the crowds did not seem as large as in previous years but there were many good comments.

COUNCIL COMMENTS/CALENDAR

Mayor Ewing said there would need to be a special meeting called for later in the month to address budget transfers and other business. He suggested Tuesday, June 29th at 7:00 p.m. Council, by consensus, set the special meeting for that date and time.

Council by consensus set a public hearing as required by the preliminary engineering report on the Mulberry Street Sewer Project for the regular Council meeting in July.

Vice Mayor Shull requested that the Water/Sewer Committee meeting be changed to June 10th at 9:00 a.m.

Mayor Ewing asked for any additional comments from Council members or changes to the calendar. There were none.

There being no further business, Council member Grim moved to adjourn at 8.15 p.m. and the motion carried.

Ray E. Ewing, Mayor Ray Ewing

Dianne L. MacMillan, CMC, Town Clerk